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HEADQUARTERS
DEPARTMENT OF THE ARMY
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*National Guard Regulation 420-10

Facilities Engineering

BASE OPERATIONS/MAINTENANCE AND MINOR CONSTRUCTION ARMY NATIONAL GUARD

Summary. This regulation is a revision of NGR 420-10. It changes policies, procedures, and reporting requirements.

Interim changes. Interim changes to this regulation are not official unless authenticated by the Executive, National Guard Bureau. Users will destroy interim changes on their expiration dates, unless sooner superseded or rescinded.

Suggested Improvements. Users of this regulation are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to NGB-ARI, Washington, DC 20310-2500.

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*This regulation supersedes NGR 420-10, 31 August 1983, including all changes.

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CHAPTER 1

GENERAL

1-1. Purpose.
This regulation establishes procedures for the ARNG base operation and maintenance (O&M) and OMARNG minor construction programs and provides information on the limitations and use of resources available to the Army National Guard (ARNG).

1-2. Scope.
The O&M program provides funds for support of service cooperative funding agreements, training site cooperative funding agreements, and O&M minor construction.

a. Funding under the O&M base operations program may not be used to support the following:

(1) Purchase of items authorized in MTOE, TDA, or CTA.

(2) Purchase and maintenance of poles, towers, and other appurtenances related to commercial communication facilities.

(3) Purchase and maintenance of portable training aids such as racks, benches, targets, bleachers, blackboards, markers,and visual aids.

(4) Repair and maintenance work on armories other than those federally licensed to the State.

(5) Cleaning and renovation of pillows and mattresses (supported by NGB-ARL funding).

b. Restoration-of-damage projects are special types of repair or reconstruction projects resulting from sudden unexpected damage. As an exception to paragraph (4) above, repairs are authorized for act of God damages to armories in accordance with Figure 5-2. National Guard Bureau (NGB-ARI) approval is required. Restoration of damage projects may be funded with either operations and maintenance, or military construction funds. NGB approval authority will be IAW that required for normal repair or construction projects funded under the selected fund source. (DOD Directive 1225.5). The justification for restoration-of-damage projects shall include statements that:

(1) The projects are, in fact, restorations or replacements of facilities that have been damaged.

(2) The scope is the minimum to satisfy current and projected missions.

(3) The quality of construction proposed is comparable with that originally damaged or destroyed; allowing, however, for improved materials and equipment, to conform with current design practice and to minimize the possibility of future damage.

1-3. Support.
The drafting and publication of this regulation have been assessed, and an environmental impact statement pursuant to the National Environmental Policy Act (NEPA 91-190) is not required.

1-4. Appendix.
See appendix A for referenced publications.

1-5. Glossary.
Definitions are shown in the Glossary.

15 December 1984

CHAPTER 2

OOPERATIVE AGREEMENT SUPPORT

2-1. General.
This chapter describes procedures for th NGB funding program and administration tha are applicable to support both service an training site agreements. These agreement provide Federal funding for the services an tasks outlined therein. The States ma award subcontracts using State contractin procedures. Procedures that are peculiar t either service or training site agreement are described in chapter 3 or chapter 4.

a. Federal contracts. All types o agreements and orders for the procurement o supplies, services, or construction execute IAW the Federal Acquisition Regulation (FAR by a Federal contracting officer duly ap pointed by the Chief, NGB.

b. Review and approval of State con tracts.

(1) All State contract formats re quire yearly review by the office of th State Attorney General to ensure compliance with State contracting law.

(2) A federally recognized judg advocate will annually review the format ensure compliance with the Federal require ments.

(3) All procurements will follo State laws and regulations for pre-award re view. In addition, the following revie are required:

(a) Contractual documen (contracts, change orders, modification solicitations, etc.) which are expected result in expenditures of $100,000 or mo shall be reviewed for both State and Feder legal sufficiency. Review is required pri to solicitation and once again prior award. The Federal review will be perform

by a federally recognized judge advocate. The State review may be accomplished by a federally recognized judge advocate when designated by the Attorney General of the State, or by any other licensed attorney designated by the Attorney General of the State.

(b) Contractual documents which are expected to result in expenditures of at least $25,000 but less than $100,000 must receive, as a minimum, a review for Federal legal sufficiency prior to execution. The review will be the same as required in (a) above and will be performed by a federally recognized judge advocate. If necessary, a State legal review shall be required to answer questions raised in the Federal review.

(c) Contractual documents expected to result in expenditures of at least $10,000 but less than $25,000 will be reviewed for Federal legal sufficiency to the maximum extent consistent with the availability of legal counsel.

(4) The United States Property and Fiscal Officer (USPFO) shall approve the following State contracts:

(a) All procurements in an amount of $50,000 or over which are expected to be awarded without competition.

(b) All procurements wherein one bid or offer is received in response to a competitive solicitation.

(c) When a procurement is expected to exceed $10,000 and specifies a "brand name" product. An approval is not required if the specifications stated "brand name or equal."

(5) Where a Federal legal question arises, the question and the contract action involved should be referred to NGB-JA. Routine reviews of State contact actions will not be performed by NGB-JA.

(6) For other contract approval requirements, applicable National Guard regulations and directives should be consulted and are controlling when not inconsistent with Federal law.

2-2. Authorized charges against service and training site agreements.

a. Machine tools, ground maintenance equipment, and construction plant.

(1) Procurement. Expenditures for machine tools, ground maintenance equipment, and construction plant costing more than $300 only after approval of CNGB in writing. (No CTA/TDA items are authorized for purchase from agreement funds.)

(2) Rental.

(a) Rental of machine tools, ground maintenance equipment, and construction plant not otherwise available from Federal sources through a rental agreement between the Federal contracting officer and State for State-owned property and/or rental agreements between the State and a third party (not an agency of the State).

(b) Rental period of any equipment is not authorized in excess of 90 days unless specifically approved by CNGB.

b. Administration. Costs of personnel, supplies and equipment, recordkeeping, reporting, procurement, and supervision directly connected with providing administrative services for the agreement. Purchase of duplicating/reproduction equipment must be processed IAW current regulations (AR 340-20).

c. Commercial communications. Those commercial communications costs including toll charges only which are directly connected with agreement administration. All other charges are properly chargeable to the communications account.

d. Engineering services. Costs of services for maintenance/repair/alteration/minor construction type projects on facilities covered under the agreements. Rates should be consistent with those contained in NGR 415-5.

e. Maintenance. Costs of personnel, supplies, and equipment including subcontracts for these items necessary to provide essential maintenance services to support authorized facilities. Personnel costs may include payments for employee benefit programs. Maintenance will not bring facilities to a state of utility in excess of that which is authorized by construction standards contained in NGR 415-10 and NGB Pam 415-11.

f. Operations. Costs of personnel (including security guards), supplies, equipment, utilities, and services, including subcontracts for these items, necessary to provide essential operational support of authorized facilities. Personnel costs may include payments for employee benefit programs. Operational costs will not be provided for facilities not authorized by NGR 415-10 without specific approval of the CNGB.

g. Repair projects. Repair projects relative to facilities and installations eligible for Federal funding support may be accomplished under service or training site agreements. Repair by replacement of existing components, materials, and installed equipment that have become unserviceable or have deteriorated beyond economic repair is considered to be repair. Such work will be accomplished under the service or training site agreements. Costs of such repair projects shall not exceed 50 percent of the estimated cost of complete replacement of the facility without CNGB approval. Replacement items shall be similar in character, nature, and capacity to the replaced item. Replacement items that are more durable and provide longer life may be used if they can be economically justified. Repairs will not exceed criteria that bring facilities to a state of utility in excess of that which is authorized by construction standards contained in NGR 415-10 and NGB Pam 415-11.

h. Travel. Payment of travel expenses, at a rate consistent with State regulations, for personnel performing maintenance on authorized facilities and equipment or in connection with agreement administration at a distance of more than 50 miles away from home station.

i. Petroleum, oil, and lubricants. POL used in State/Federal owned vehicles, tractors, lawn mowers, etc., while being used to provide exclusive agreement services.

j. Family housing.

(1) Federally owned or leased real property licensed to a State. It has been determined that under Public Law 90-486, National Guard Technician Act of 1968, technicians may be assigned to available family quarters licensed to the several States. This can only be done when the Corps of Engineers appraises those quarters at fair market rental value, and a lease is executed between the Corps and the technician. Agreement employees may occupy quarters; however, the fair market Corps of Engineers lease will be between the State and the district engineer with a State sublease to the agreement employee. Under either class of employee, support may be provided for the structure if requested and approved by CNGB for inclusion in the FISP.

(2) State-owned/leased real property. NGB has no interest in furnishing family housing to either technicians or agreement employees, since this is the prerogative of the State adjutants general. Under either class of employees, whether the structure is occupied or not, support will not be provided.

(3) In the event that family housing discussed above is not separately metered for utilities at the installation, it is the responsibility of the USPFO to estimate usage and effect reimbursement to the Federal Government. Those reimbursements must be applied to the service or training site agreement supporting the installation.

k. Act of God damage repairs. Repairs are authorized for Act of God damages to armory and non-armory facilities as follows:

	Federal Share	State Share
Armory	75%	25%
Non-Armory	100%	

Restoration-of-damage projects are special types of repair or reconstruction projects resulting from sudden unexpected major damage. Due to the urgency of the requirements, execution must be accomplished in the most expeditious manner. Accordingly, restoration-of-damaged projects may be funded with OMARNG or MILCON construction funds. Approval authority will be in accordance with that required for normal repair or construction projects funded under the selected fund source. The justification for restoration-of-damage projects must include statements that:

(1) The projects are, in fact, restorations or replacements of facilities that have been damaged.

(2) The scope is the minimum to satisfy current and projected missions.

(3) The quality of construction proposed is comparable with that originally damaged or destroyed; allowing, however, for improved materials and equipment to conform with current design practice and to minimize the possibility of future damage. It is essential that in all cases requesting restoration-of-damage projects, the above statements are included in the justification.

l. Other services. Other services as listed in current service and training site agreements.

2-3. Unauthorized charges against service and training site agreements.

a. All services not listed in the agreements or this regulation are unauthorized charges. Any services in question will be submitted to NGB-ARI for interpretation before expending Federal funding for support.

b. Personnel positions as approved in the NGB budget markup are the only positions authorized. Additions, deletions, substitutions, or any other change to these personnel positions as authorized must be approved in advance by CNGB. Payments for salaries/benefits will be no greater than the Federal civilian personnel payments for salary/benefits of a like position in that geographical area. Personnel compensation for like positions in a single State will be of equal value.

2-4. Agreement funding support.

a. Budget submission. Each State will include authorized agreement funding requirements in the annual State operating budget. The fiscal year funding program will be furnished to the States before agreements are to be submitted to NGB.

b. Federal funding. NGB-programed Federal funding under the agreements will be on a requirements basis within budget limitations. Funding will be provided and used to support only the services designated in the agreement or this regulation for authorized facilities as approved by CNGB. Facilities used in excess of those authorized must be supported with other than Federal funds. If NGB fails to delete items on the State operating budget submission it does not mean NGB authorizes Federal funding for requests outside the meaning of this regulation.

c. Recording agreement obligations. The full dollar amount (Federal share) of NGB-approved agreements or modifications will be obligated and entered on the USPFO record books IAW NGR 37-108.

2-5. Procedures.

a. Agreement submission. The USPFO will be furnished a 5-year service agreement and a 5-year training site agreement. These agreements will be completed and forwarded to NGB-ARI for review and formal approval. Any request for deviation from the agreement form will be accompanied by a sufficiently detailed statement justifying the need for the recommended deviation. A new funding coversheet will be furnished each State annually.

b. Agreement approval. Agreements and modifications will not be binding until approved by the Chief, NGB, or his/her designated representative. The requested effective date will be indicated in the agreement and modifications.

c. Agreement modification. Modifications to the agreements will be prepared on SF 30, and will be numbered consecutively. All modifications must be submitted in duplicate to CNGB for approval.

d. Agreement closing procedures.

(1) The last payment (expenditure against the agreement) should be checked "final payment" in the space provided on the SF 1034. Any balance left in the agreement should be deobligated as soon as this final voucher is processed.

(2) Closing audit may be accomplished by the Analysis and Internal Review Division of the USPFO as part of the Annual Internal Review Program (appendix B, NGB Pam 11-7).

e. Project approval. Maintenance and repair projects costing $50,000 or more (Federal share only) will be submitted to NGB for approval. DD Forms 1390/91, drawings and specifications, if available, will be submitted with each project. The USPFO, with the assistance of the facilities management officer is responsible to ensure that each project under $50,000 is within authorized criteria for a maintenance and repair project (para 2-2g).

f. Facilities supported by ARNG base operations, operations/maintenance program. Facilities listed on the current FISP, coded IAW figure 2-1 for support, are the only facilities authorized Federal support provided by the ARNG service agreement or ARNG training site agreement, whichever is applicable. Requested additions, changes, or deletions to the facilities afforded agreement support reflected in the FISP will be submitted to NGB-ARI for approval. These proposed changes may be submitted by the Adjutant General, USPFO, or their designees. Since the FISP is not a part of either agreement, change orders are not required to make revisions. Requests for additional areas and/or facilities in excess of published authorizations will be considered by NGB only when complete justification is provided. This justification must outline the additional facilities and proposed use, and must include a statement that the total space, if approved for agreement support, will be used only for purposes for which Federal funding support is authorized. Submission request must include all data required for inclusion in the FISP. If approved by CNGB, the FISP will be updated to reflect the requested change. No Federal OMARNG funds may be obligated or expended for support of a facility until it is placed on the list of supported facilities by NGB-ARI.

g. Agreement employees. Personnel employed under the training site and service agreements are State employees.

2-6. Federal excess and surplus property.
The ARNG of a State is eligible to receive excess and surplus Federal property in the same manner as any other military installation if such items meet the authorized criteria in MTOE, TDA, or CTA allowance and stock levels, as set forth in AR 710-2. Excess and surplus Federal property certified by the USPFO to be within authorized allowances may be released to the USPFO property account for issue to the appropriate Federal property book account, except for controlled items listed in SB 700-20. Federally owned surplus/excess maintenance materials and supplies may be received by the USPFO for use on federally supported facilities. Items not authorized in MTOE, CTA, or TDA, items in excess of authorized allowances, and nonstandard items must be processed IAW MTOE/TDA equipment procedures prescribed by CNGB.

2-7. Backlog of maintenance and repair (BMAR) report.
Annual reports are required detailing the estimated cost of each unfunded project required for the maintenance and repair of all facilities afforded base operations (ARNG training site agreement and ARNG service agreement) support on the current FISP as of the last day of each fiscal year. Submission to NGB-ARI is accomplished by adding to or deleting from an NGB furnished computer printout. The report is required not later than 31 October of each year. Backlog of Maintenance and Repair (BMAR) is programed work remaining at the end of the fiscal year which, for the lack of resources, accomplishment was prohibited. BMAR is work essential to the restoration of failed/failing facilities or components and consists of work chargeable only to the Maintenance and Repair account. Once funds are made available for a BMAR project, it will be deleted from the BMAR listing. Scheduled maintenance tasks, which are repeated over long intervals and are unfinanced at the end of the year, qualify as BMAR. Those projects that are on-going and funded should not appear on the report. Those projects previously submitted to NGB which are not currently funded should be included in the report.

SERVICE AGREEMENT SUPPORT CODES

CODE		MEANING
SCS	-	Operations and Maintenance--75% Federal and 25% State funds.
SC1	-	Maintenance and Repair Only--75% Federal and 25% State funds. (Used only for licensed armory structures.)
SC2	-	Operations and Maintenance--100% Federal funds. (Used only for: (1) CA, CT, MS & MO AVCRADS; (2) Alaska Scout Armories (ARMSCT); (3) NGB OAC Facilities, Maryland; (4) NGB Printing Plant (PFOPP), Maine; (5) Multimedia Group Facilities (MMF), Alabama; (6) DC ARNG Support facilities; and (7) Organizational Effectiveness Group (OEG), AR, MD & OR only.)
SC3	-	Operations and Maintenance--100% Federal funds. (Used only for AFRC Los Alamitos, CA and the CSMS-D, Fort Drum, NY).

TRAINING SITE AGREEMENT SUPPORT CODES

CODE		MEANING
TSC	-	Operations and Maintenance--100% Federal funds.
TS1	-	Preservation maintenance only in accordance with Section V of AR 210-17--100% Federal funds.
TS2	-	Operations and Maintenance--100% Federal funds. (Used only for PEC facilities, Camp Robinson, AR, EAATS, Fort Indiantown GAP, PA and WAATS, Marana, AZ)
TS3	-	MWR facilities--In accordance with paragraph 4-3f of this regulation.
TS4	-	Utilities only--100% Federal funds.
TS5	-	State Military Academies (SMA) - 100% Federal funds. (Used for State OCS and NCO academies.)
TS6	-	Noncommissioned Officer Education System (NCOES)--100% Federal funds (used only for LA, MS, NE, PA, SC, UT)
TS7	-	Ski Lift/Trails-Runs--100% Federal funds (used only for VT)

Figure 2-1. Codes

OTHER CODES

CODE	MEANING
NO	No Federal funding support is authorized for the facility or function reflected in the FISP.

Figure 2-1. Codes, con't.

CHAPTER 3

SERVICE COOPERATIVE AGREEMENTS

3-1. General.
This chapter describes procedures for the NGB funding program and administration that are peculiar to the support of service agreements. Procedures described in chapter 2 also apply to service agreements.

3-2. Definition.
The ARNG service agreement is a written, 5-year agreement between the State and Federal Government approved by CNGB, that provides Federal funding support for services provided by the State for operation, maintenance, and repair costs of authorized statewide ARNG facilities. It is a Federal cost reimbursement agreement executed between the Federal Government (represented by the USPFO) and the State (represented by an appropriate State official). The agreement form will outline the operations to be supported.

3-3. Facilities eligible for service agreement support.
Service agreement support will be provided (75 percent Federal and 25 percent State), unless otherwise indicated within available funding for authorized facilities and supporting elements such as gasoline and diesel fuel dispensing systems, flammable materials buildings, exterior utilities systems, fencing, and hardstand.

a. Maintenance, repair, and operational services are provided for space/facilities approved and coded "SCS" in the FISP for the following:

(1) USPFO office and warehouse.

(2) CSMS.

(3) AASF.

(4) AAFA

(5) AAOF

(6) OMS(including administrative vehicle storage compounds and NGB-approved OMS subshops (OMSS))

(7) MVSB

(8) DLOG

(9) Office space for Army advisors located in Federally licensed facilities.

(10) Office space for unit technicians in licensed facilities

(11) Licensed nonarmory facilities.

b. Figure 2-1 authorizes Federal support for other service agreement facilities not listed above.

c. Repairs (equipment). Cost of repairs to State-owned or rented machine tools, ground maintenance equipment, and construction plant used solely in performance of agreement services may be charged to the service agreement only when a rental cost for use of such property is not charged to the agreements. Repair by replacement is not authorized.

3-4. Authorized security and custodial services.

a. Custodial services and guards. Guards, as State employees under the agreement, may be authorized for vulnerable aviation facilities and logistical complexes not otherwise protected when those facilities are not occupied by full-time Federal employees. If guards are employed, they will also be used as custodians and firemen where possible. Normally, four guard positions may be authorized per installation based on justification furnished to NGB. Support of more than four guards at one installation with Federal funds is not authorized, unless specifically approved by CNGB. Although authorized, hiring of Guard personnel may be

limited by available Federal funds. Hiring of custodians for the USPFO office, CSMS, AVCRAD, AASF, AAFA, AAOF, EAATS, and WAATS is authorized if custodial services cannot be performed by security personnel. Hiring of custodians at other facilities must be specifically approved by CNGB. Salaries for guards/custodian while performing maintenance tasks are properly chargeable to the real property maintenance floor. The salary shall be pro-rated and reflected in the appropriate subsidiary accounts of the State operating budget.

b. Subcontracts with commercial security agencies. In some instances it will be more economical to subcontract with commercial security agencies to provide protection. These State subcontracts are authorized charges against the service agreement and are subject to the same justification and funding constraints as above.

3-5. Agreement options.

a. Federal funds in support of the Federal share of the service agreement will be allotted to the USPFO for payment by either of the following methods:

(1) Pursuant to the terms of the agreement, reimbursement to the State of the Federal share (75 percent) after payment has been made by the State or-

(2) Direct payment by the USPFO for 75 percent of the cost of authorized expenses and services to the vendor upon submission of certified vouchers by the State rendered pursuant to the terms of the agreement. However, this direct payment authorization does not authorize direct payments for pay, allowances, or any other payment due to State employees or to employees of subcontractors of the State. If this option is used, the USPFO may make payment for contracts negotiated by the State for supplies and services. He/she is responsible for assuring that the items and/or work called for in the State contract have been properly furnished before payment of the Federal share is made.

b. Under either option, the total cost to the Federal Government will not exceed 75 percent of the service agreement. Exceptions, such as AVCRAD and Alaska Scout Battalion Armories, must be specifically authorized by the agreement.

c. Exceptions to either of the above options must be approved by CNGB before agreement submission. A written request with full and sufficient justification is required.

CHAPTER 4

TRAINING SITE COOPERATIVE AGREEMENTS (INCLUDING APPROVED RANGES)

4-1. General.
This chapter describes the NGB funding program and administrative procedures that are peculiar to the support of training site agreements. Procedures in chapter 2 also apply to training site agreements.

4-2. Definition.
The training site agreement is a written, 5-year agreement between the State and the Federal Government and approved by CNGB that provides Federal funding support for services provided by the State for operation, maintenance, and repair costs of training sites. It is a Federal funding agreement executed between the Federal Government (represented by the USPFO) and the State (represented by an appropriate State official). The agreement form will outline the operations to be supported.

4-3. Facilities for training site agreement support.
Training site agreement support will be provided (100 percent Federal funding) within available funding for authorized facilities and supporting elements such as sidewalks, fire hydrants, pollution control devices, roads, utilities systems, fencing, and hardstand. Maintenance, repair, and operational services are provided for space or facilities approved and coded "TSC" in the FISP for the following:

a. Troop housing, mess, and latrine facilities as authorized by NGR 415-10.

b. Administrative and logistic facilities as authorized including classrooms, evaluator offices, guardhouses, fire stations, post offices, telephone exchanges, and State military academies (code TS5).

c. MATES and UTES facilities.

d. Approved ranges.

e. On-site grounds, including roads, railroads, and tactical airfields.

f. Troop morale, welfare and recreation type facilities (AAFES reimburses for exchange facilities utilities.) (Code MWR facilities TS3) Additional personnel are not authorized for support of MWR facilities, i.e., operations.

g. Revenue producing facilities. The facilities listed below are normally revenue producing and, as such, must pay all of their operational expenses. Funds by these activities in excess of operational costs, and not otherwise encumbered by law or regulation, must be used to defray necessary maintenance and repair expenses before expenditure of any training site agreement funds.

(1) Officer's clubs or open messes.

(2) NCO clubs.

h. Other facilities as authorized by CNGB for specific installations.

i. States which provide training facilities and/or support in excess of that specifically authorized by this regulation, utilizing Federal funds, will be required to make restitution by reimbursement for any unauthorized use of Federal funds.

j. Figure 2-1 authorizes Federal support for other training site agreement facilities not listed above.

4-4. Equipment repairs eligible for training site agreement support.
Repairs to TDA/CTA equipment will be accomplished through normal ARNG maintenance channels. Cost of repair to State-owned or rented machine tools, ground maintenance equipment, and construction plant used solely in performance of agreement services

may be charged to the training site agreement only when a rental cost for use of such property is not charged to the agreement. Repair by replacement of State-owned equipment is not authorized.

4-5. Facilities not eligible for training site agreement support.
The following facilities are not eligible for training site agreement support:

a. Bowling alleys.

b. Camping areas.

c. Family housing/living quarters. (Unless fair market rental rate is established and the Federal Government is reimbursed; is applicable only to quarters on Federal license.)

d. Golf course and pro shop.

e. VIP quarters.

f. Package (class VI) stores.

g. Picnic/barbeque areas.

h. Photo lab (unless it is unit mission oriented).

i. Bleachers.

4-6. Authorized security and custodial services.

a. Security guards. Guards, as State employees under the agreement, may be authorized for vulnerable major training site complexes not otherwise protected when these facilities are not occupied by full-time Federal employees. If guards are employed, they will be used as custodians and firemen, where possible. Guards at MATES and UTES may be authorized based on justification furnished to NGB. Support of more than four guards at one installation with Federal funds is not authorized unless specifically approved by CNGB. Although hiring of guards may be limited by available funds, hiring of custodians for MATES is authorized if custodial services cannot be performed by security personnel. Hiring of custodians at other facilities must be specifically approved by CNGB. Hiring of custodians for maid service is not authorized. Custodians are authorized for SMAs.

b. Subcontracts with commercial security agencies. In some instances, it will be more economical to subcontract with commercial security agencies to provide protection. These State subcontracts are authorized charges against the training site agreement and are subject to the same justification and funding constraints as above.

4-7. Payment procedures.

a. Federal funds (100 percent) for support of the training site agreement will be allotted to the USPFO for payment by either of the following methods:

(1) Pursuant to the terms of the agreement, reimbursement to the State of the Federal share (100 percent) after payment has been made by the State, or

(2) Direct payment by the USPFO for 100 percent of the cost of authorized expenses and services to the vendor upon submission of certified vouchers by the State rendered pursuant to the terms of the agreement. However, this direct payment authorization does not authorize direct payments for pay, allowances, or any other payment due to State employees or to employees of subcontractors of the State. If this option is used, the USPFO may make payments for contracts negotiated by the State for supplies and services. He/she is responsible for assuring that the items and/or work called for in the State contract have been properly furnished before payment of the Federal share is made.

b. Exceptions to either of the above procedures must be CNGB approved before agreement submission. A written request

with full and sufficient justification is required.

4-8. Opening, operating, and closing costs AT/IDT.

a. Each Fiscal Year a budgeted cost for opening, operating, and closing costs for AT/IDT will be announced. This cost will support base operations expenses such as: opening and closing buildings, utilities furnished, utilities maintenance, building maintenance, preventive maintenance, railroad maintenance, grounds maintenance, refuse collection and disposal, administration, recreational services, and rental of portable latrines. Civilian KP services, billeting fees for officers and senior NCOs at post billeting facilities, special communication requirements, and DS/GS maintenance are not included.

b. ARNG training sites.

(1) Use by ARNG. There is no charge assessed for use of ARNG training sites by ARNG for either AT or IDT.

(2) Use by Reserve components - other than ARNG.

(a) AT. The standard budgeted rate will be assessed for the 15 days of AT. No opening, operating, and closing costs will be assessed to individuals or units performing dedicated site support during the AT period. Site support is normally considered that support required for Base Operations functions in support of training the ARNG but due to lack of MOS qualified personnel available to the installation from its own assets, is furnished by another command. Opening, operating, and closing costs are consequently not assessed the furnishing command in these cases. Site support is not considered normal maintenance and repair which is accomplished by individuals during the course of the budget year. Support may also be furnished by means of authorized project completion by engineer units, construction units, etc. An analysis must be made as to whether or not it is cost effective to have the authorized projects completed by military units as a tradeoff for the waiver of opening, operating, and closing costs. If this analysis is shown to be cost effective, then a copy of the analysis should be forwarded to NGB-ARI (OMARNG) identifying the savings and requesting a waiver of the opening, operating, and closing costs.

(b) IDT. Reimbursement is required for the full amount of all actual (identifiable) direct costs incurred. Reimbursements received shall be applied to reduce the cost of operating and maintaining the training site. Any exception to this policy, not addressed below, must be approved, in advance, by the CNGB.

1 No opening, operating, and closing costs will be assessed to individuals or units performing dedicated site support during IDT, providing the costs incurred are within funding availability.

2 Reimbursement is not required for the use of an ARNG-supported training site from any single DOD entity which generates less than $100 of actual identifiable direct costs per annum.

3 The assessment of opening, operating, and closing costs for ROTC usage will be left to the discretion of the Adjutant General.

(3) Use by active forces. Reimbursement will be effected at the standard budgeted rate. No reimbursement is required for units/individuals performing dedicated site support associated with host responsibilities, for training support under the partnership, CAPSTONE and affiliation program, or mobile training teams. Reimbursement by active component units/individuals acting as demonstration teams, opposing forces in field training exercises or training designed for the benefit of the active component is required.

(4) Use by other than DOD components.

(a) The administrative cost of effecting small reimbursements can sometimes be more than the benefits derived. Therefore, reimbursement is not required for the use of an ARNG-supported site from any single non-DOD entity which generates less than $100 of actual identifiable direct costs per annum. If generated direct costs exceed $100 per annum, the total costs require reimbursement except as provided below in paragraph b(4)(b).

(b) The requirement for reimbursement of costs incurred by youth groups will be determined by the Adjutant General of the State involved. The Adjutants General should consider all factors and operate within the normal constraints of training time and funds available. The liberalized use of training sites by youth groups without reimbursement is not justification for additional Federal funding support.

c. Active component installations-CONUS.

(1) FORSCOM/TRADOC.

(a) AT. The National Guard Bureau will allocate funds annually to FORSCOM/TRADOC for the support of all ARNG AT at those installations based on the standard budgeted rate.

(b) IDT. Reimbursement may be made for actual, identifiable direct costs if required.

(2) Other than FORSCOM/TRADOC. There will be a requirement to fund opening, operating, and closing costs for ARNG units performing AT on DARCOM installations. The USPFO, or representative, should negotiate with the DARCOM site for the costs to be assessed not to exceed the budgeted rate for the 15-day AT period. The USPFO will request funding from NGB-ARI in SAC 3717.60 when firm attendance figures are determined, listing the dates, DARCOM installation, number of attendees, and cost required. Opening, operating, or closing costs are not applicable for individuals or units performing dedicated site support at DARCOM sites.

d. Active component installations-OCONUS (Europe). Funding to support opening, operating, and closing costs for OCONUS AT will be funded in advance by NGB. There will be no requirement for USPFOs to issue additional funds for these specific costs for OCONUS (Europe) training.

4-9. Use of ARNG licensed facilities on active military posts.

National Guard units undergoing training at an active military post where ARNG licensed facilities exist will use the licensed facilities, if available, before any usage of nonlicensed areas at the same post.

CHAPTER 5

MINOR CONSTRUCTION (OMARNG)

5-1. General.

This chapter prescribes procedures to be followed for minor construction financed by the OMARNG appropriation. Funding limitations in this chapter apply to the Federal share. Projects costing less than $100,000 may be funded from OMARNG appropriation. All projects must be within the criteria standards established in NGR 415-10 and NGB Pam 415-11.

a. Incremental construction. No project at one facility shall be subdivided to circumvent the cost limitations or the approval level imposed by applicable regulations. For example, an addition to an OMS cannot be constructed under O&M minor construction funding by constructing several components (i.e., a one-bay addition, a fuel-dispensing system, and a wash platform all at the same OMS) as separate minor construction projects. The end product must result in a complete and usable facility.

b. Projects equal to or greater than $100,000. All projects equal to or greater than $100,000 (Federal share) will be programed as part of a major or minor (MCARNG) construction project. This applies to new construction, additions, alterations, and rehabilitation of existing facilities.

c. Armory construction. Armory construction is authorized Federal contributions IAW criteria set forth in appendix F, NGR 415-5.

d. Contracting procedures. Contracts for OMARNG minor construction projects must be State contracts using State contracting procedures on State land or Federal contracts using Federal contracting procedures on Federal land.

5-2. Definitions.

a. O&M minor construction. A minor construction project is a single undertaking involving construction applicable to one or more real property facilities with a funded project cost limitation of less than $100,000. Each minor construction project must result in a complete and usable facility that includes all construction work and items of installed equipment necessary to accomplish a specific mission or a complete and usable improvement to a facility.

b. Funded project cost. All project costs are funded costs except those prescribed in c below. The appropriation financing the project will reimburse other appropriations for all funded project costs initially financed by those other appropriations. Funded project costs will include, but will not necessarily be limited to, the following:

(1) All materials, supplies, and services applicable to the project, except as indicated in c below.

(2) All items of installed capital-type equipment, except as indicated in c below. Installed capital-type equipment includes installed building equipment, but excludes equipment in place.

(3) The cost of installation of equipment in place items in newly constructed real property facilities.

(4) Transportation costs applicable to materials, supplies, installed capital-type equipment, and Government-owned equipment.

(5) Labor costs, excluding U.S. military labor.

(6) That portion of installation overhead or support costs that can be identified as representing additional costs that would not have been incurred were it not for the project.

(7) Overhead costs charged by the Corps of Engineers and the Naval Facilities Engineering Command.

(8) Travel and per diem applicable to troop labor.

(9) Costs applicable to maintenance and operation of Government-owned equipment (including equipment organic to troop units) in accordance with the hourly rates prescribed in table 5-1 (hours of actual use only).

c. Unfunded project costs. These are restricted to the following:

(1) All costs financed from military personnel appropriation.

(2) Costs applicable to the depreciation of Government-owned equipment in accordance with the hourly rates prescribed in table 5-3.

(3) Materials, supplies, and items of installed capital-type equipment that have been obtained specifically for the project on a nonreimbursable basis, either as excess distributions from another military department or comparable Defense component or as excess distributions from other Government agencies. Army-owned materials, supplies, or items of installed capital-type equipment must be charged to construction projects as funded project costs. Value of such materials and items treated as funded or unfunded costs will be at Federal Supply Catalog prices, if available, or at estimated replacement value.

(4) Value of real property items relocated within an installation, excluding transportation and relocation costs, which are funded project costs.

(5) Planning and design costs.

(6) All costs financed from nonappropriated funds (only after OSD approval).

(7) Costs for licenses, permits, and/or fees chargeable under State or local statutes, as applicable, when such charges are permitted in implementing the Clean Water Act, the Clean Air Act, Safe Drinking Water Act, Resource Conservation and Recovery Act, and/or other Federal environmental pollution abatement acts in the United States.

5-3. Facilities eligible for support.

a. Minor construction projects on the ARNG facilities in table 5-2 are authorized OMARNG or MCARNG funding support (in percentage indicated) subject to conformance with space criteria and construction standards for National Guard facilities, and provided there is no other existing suitable facility to fulfill the requirement (NGR 415-10 and/or appendix F, NGR 415-5).

b. Nonarmory projects on leased facilities may be considered if the scope of work is consistent with the construction standards of the facilities and their proposed length of use and period of lease.

5-4 Programing and funding.

a. Funding. Requirements for minor construction (OMARNG) will be identified in the State operating budget, or by letter to NGB-ARI when new requirements evolve.

b. Programing.

(1) Projects costing less than $25,000 (Federal share) will be accomplished under the State's authority. Projects must be reviewed by the USPFO and the facilities management officer to ensure each project is authorized by applicable Army and National Guard regulations. NGB Forms 420 will be used for these projects. The USPFO will sign in Block 11 (NGB approval column) as the approving authority. Copies are not required at NGB. The only projects ($0 to $24,999) requiring NGB Forms 420 to be submitted to NGB for approval are those projects that are an exception to criteria, exceed criteria, or those requesting materials purchased with engineer training funds costing $3,000 or more. Funds may be expended only on facilities that are listed, or pending listing, for support on the FISP. These projects will be listed on the budget submission each year; and if new projects are generated throughout the year that require funding, a letter will be sent to NGB-ARI identifying the type of project and cost to assist in programing new funding requirements in the outyears. All projects must be within authorized criteria and construction standards authorized Federal support as outlined in NGR 415-10 and NGB Pamphlet 415-11. NGB will furnish assistance if requested. Projects will be accomplished in accordance with the FAR or State contracting procedures as appropriate.

(2) Projects estimated to cost $25,000 to less than $100,000 (Federal share) will be submitted to NGB-ARI (OMARNG) on abbreviated DD Forms 1390/91 and require applicable site, layout, and project sketches indicating the existing and proposed facility. After approval has been received by the State, the contracting officer, with the assistance of the facilities management officer, is responsible to ensure that the plans, specifications, and bidding documents are within authorized space criteria and construction standards authorized Federal support as outlined in NGR 415-10 and NGB Pam 415-11. Projects will be accomplished IAW FAR or State contracting procedures as follows:

(a) Prepare plans, specifications, and bidding documents in accordance with applicable contracting procedures.

(b) Solicit bids.

(c) After opening bids, determine the lowest responsive bidder and award a contract if less than $100,000 and less than 125 percent of the cost estimate. No contract, including modifications, may equal or exceed $99,999 Federal share. Otherwise, use the following guidance:

1 If the low bid exceeds 125 percent of the estimated cost, but is less than $100,000, all bidding documents and complete justification as to what caused the large increase will be submitted to NGB-ARI for review. No award can be made without NGB approval.

2 If the low bid equals or exceeds $100,000, the project must be transferred to the MCARNG minor construction program.

3 If any controversy, irregularity or protest is encountered, all bidding documents and other pertinent papers, together with the recommendation of the USPFO, will be submitted to NGB-JA for review and recommendation prior to award.

4 If only one bid is received, and none of the above are applicable, the contracting officer may make an award to the sole bidder, provided, in his/her opinion, the price is reasonable. The basis for this decision must be documented and filed with the contract.

(d) Maintain the original executed procurement document in the official contract file.

(e) Supervise the work by making periodic inspections and final acceptance.

(3) Training projects using materials purchased with engineer training materials funds costing $3,000 or more and using troop labor, require NGB approval before obligation of funds. Requests for approval of these projects will be submitted on NGB Form 420, or DD Forms 1390/91 as applicable, and clearly marked "Engineer Training Project."

(4) If design work for an NGB validated OMARNG project cannot be completed with available personnel, an A-E contract may be negotiated with a registered A-E firm without CNGB approval. The cost of the A-E will not be included in the project funded cost. Cost of A-E contracts will not exceed the amount shown for uniform standard payments of A-E services for ARNG armory and nonarmory projects (NGR 415-5). This cost is a properly chargeable item against SAC 3717.30 or 3729.30.

(5) Projects may be accomplished on a materials only or time and materials basis using State personnel for labor required. Actual labor costs may be applied to the project if the request specifies time and materials. Either State or Federal purchasing procedures may be used.

(6) The State will be furnished OMARNG minor construction funding with the annual fiscal year funding program and at other times when available. The State is authorized to proceed with validated projects within funding availability.

c. DD Forms 1390/1391. Detailed instructions for preparation of DD Forms 1390/1391 are contained in NGR 415-5. Two sets of the form should be submitted to NGB-ARI, ATTN: Base operations, OMARNG minor construction program. If approved, 1 set will be so marked to include annotating the proper SAC, and will be returned to the State.

d. Reports. NGB Form 420A will be completed and forwarded to NGB-ARI upon finalization of each OMARNG project or when the project requirement ceases to exist.

5-5. Statutory Requirements.

The National Environmental Policy Act requires consideration of the environmental impact of proposals with Federal involvement. Appropriate documentation (either a Record of Environmental Consideration or an Environmental Assessment) must be provided for use during the review and decision making process. The appropriate documentation must be attached to the NGB Form 420 or DD Forms 1390/91 when submitted and will accompany the proposal throughout the ARNG review process.

Table 5-1--Equipment Maintenance and Operation Costs* (Hourly Rate Table)

Acquisition Cost of Equipment	Hourly Rate	Acquisition Cost of Equipment	Hourly Rate	Acquisition Cost of Equipment	Hourly Rate
$ 1,000	$0.69	$ 25,000	$4.76	$120,000	$20.52
2,000	0.86	30,000	5.59	130,000	22.17
3,000	1.03	35,000	6.43	140,000	23.82
4,000	1.21	40,000	7.26	150,000	25.46
5,000	1.38	45,000	8.10	160,000	27.11
6,000	1.55	50,000	8.93	170,000	28.75
7,000	1.72	55,000	9.76	180,000	30.39
8,000	1.89	60,000	10.60	190,000	32.03
9,000	2.06	65,000	11.43	200,000	33.67
10,000	2.23	70,000	12.26	210,000	35.31
12,000	2.57	75,000	13.08	220,000	36.95
14,000	2.90	80,000	13.91	230,000	38.59
16,000	3.24	90,000	15.57	240,000	40.22
18,000	3.58	100,000	17.22	250,000	41.86
20,000	3.92	110,000	18.87		

*Equipment maintenance and operation costs are fully chargeable as a funded project cost.

Note--Use the nearest applicable rate. Example: For equipment costing $1,425, use 69 cents per hour, for equipment costing $1,575, use 86 cents per hour.

Table 5-2--ARNG Facilities Authorized OMARNG or MCARNG Funding Support

Type facility or project	Federal	State
	(%)	(%)
Armory modification or expansion	75	25
Armory storage vaults (arms and ammo)	75	25*
Armory storage space for unit supply	75	25
Vehicle storage compounds at armories	75	25
Act of God damages (armory)	75	25
Act of God damages (nonarmory)	100	
Training facilities at authorized training sites	100	
Aviation facilities	100	
Modification to nonarmory facilities	100	
Utility lines and additions for nonarmory facilities	100	
OMS	100	
CSMS, MATES and UTES	100	
Nonarmory storage vaults (arms and ammo)	100	
Intrusion detection systems	100	
DLOG	100	
Energy Conservation (Non-Armory) ECIP/ESP	100	

(*100% Federal for joint use armories or where there was a conversion, redesignation or reorganization requiring enlargement. 100% Federal for construction, alteration, upgrade or rehabilitation required by a change in DOD standards but arms rooms must have been in previous compliance w/DOD standard).

Figure 5-3—Equipment Depreciation Cost (Hourly Rate Table)

Acquisition Cost of Equipment	Hourly Rate	Acquisition Cost of Equipment	Hourly Rate	Acquisition Cost of Equipment	Hourly Rate
$1,000	$0.18	$ 25,000	$2.57	$120,000	$ 9.41
2,000	0.32	30,000	2.99	130,000	10.06
3,000	.44	35,000	3.40	140,000	10.69
4,000	.56	40,000	3.79	150,000	11.32
5,000	.68	45,000	4.18	160,000	11.94
6,000	.79	50,000	4.56	170,000	12.56
7,000	.90	55,000	4.94	180,000	13.16
8,000	1.00	60,000	5.30	190,000	13.77
9,000	1.10	65,000	5.67	200,000	14.36
10,000	1.20	70,000	6.03	210,000	14.95
12,000	1.40	75,000	6.38	220,000	15.54
14,000	1.59	80,000	6.73	230,000	16.12
16,000	1.78	90,000	7.42	240,000	16.70
18,000	1.96	100,000	8.09	250,000	17.28
20,000	2.14	110,000	8.76		

NOTE. Use the nearest applicable rate. Example: For equipment costing $1,425, use 18 cents per hour. For equipment costing $1,575, use 32 cents per hour.

APPENDIX A

REFERENCES

a. Section 19, Public Law 91-596, Occupational Safety and Health Act of 1970.

b. DOD Directive 1225.2, Policies Governing the Contribution of Federal Funds to the States Under Chapter 133, Title 10, US Code, Facilities for Reserve Components.

c. DOD Directive 1225.5, Guard/ Reserve Forces Facilities Projects.

d. Federal Acquisition Regulation (FAR)

e. Army Acquisition Regulation Supplement (AARS).

f. AR 130-400, Logistical Policies for Support.

g. AR 200-1, Environmental Protection and Enhancement.

h. AR 200-2, Environmental Effects of Army Actions.

i. AR 310-25, Dictionary of United States Army Terms.

j. AR 420-0, Historic Preservation

k. NGR 37-108, Fiscal Accounting and Reporting--Army National Guard.

l. NGR 105-23, Telephone Communication Service.

m. NGR 130-6, United States Property and Fiscal Officer Appointment, Duties, and Responsibilities.

n. NGR 190-11, Physical Security of Weapons, Ammunition, Explosives, and Other Federal Property.

o. NGR 190-51, Security of Army Property at Unit and Installation Level.

p. NGR 405-80, Real Estate, Army National Guard Program.

q. NGR 415-10, Installations and Facilities Construction Standards.

r. NGR 750-1, Army Materiel Maintenance Concepts and Policies.

s. NGB Pam 37-15, Quarterly Review of State Operating Budget.

t. NGB Pam 37-100, Army National Guard Management Structure.

u. NGB Pam 415-11, Construction Standards.

v. NGB Pam 710-2-1, Using Unit Supply Procedures.

GLOSSARY

Act of God damages
Damages resulting from natural disasters such as but not limited to hurricanes, tornadoes, lightning, flooding, avalanches, slides, tidal waves, and earthquakes.

Alteration
The work required to adjust interior arrangements or other physical characteristics of an existing facility so that it may be more effectively adapted to or used for its presently designated functional purpose. Alteration includes work on equipment installed in or made a part of an existing facility. Additions, expansions, and extensions are not included in alteration. Alterations costing less than $2,000 may be accomplished under the terms of Service and Training Site agreements. Alterations costing $2,000 or more will be accomplished under procedures for construction (chapter 5).

Armory
A structure that houses one or more units of the ARNG and is used for training and administering to those units. It includes adjacent or supporting structures that are used for unit training and administration. This term is restricted to a facility designed for home station training.

ARNG-Approved Range
A firing range that has been inspected by the State safety office and approved by the Chief, National Guard Bureau. Approval is valid indefinitely, except when operated under a criteria waiver, which must be renewed annually.

Army Aviation Flight Activity (AAFA)
A facility to supplement an Army Aviation Support Facility (AASF) when geographically required. It provides limited aviation unit maintenance (AVUM) for assigned aircraft and is dependent on an AASF for backup AVUM and all higher level maintenance.

Army Aviation Operating Facility (AAOF)
A facility designed to provide AVUM I level maintenance on assigned aircraft. Facility may be supported by an AASF, or by an Aviation Classification Repair Activity Depot (AVCRAD) for backup and higher maintenance capability. Maintenance capability is generally limited to scheduled aircraft inspections and repair by replacement of defective components rather than on site repair.

Army Aviation Support Facility
A facility established for centralized control, proper utilization, operation, and maintenance of ARNG aviation assets within a State. It provides AVUM and (when authorized by the supporting AVCRAD) limited aviation intermediate maintenance (AVIM) for the assigned aircraft and avionics to include the aircraft and avionics of supported AAFAs.

Army Aviation Training Site
A facility approved by the CNGB, ARNG funded, supervised, and controlled with a charter to conduct individual aviation courses not provided by the US Army Aviation Center but essential to the readiness of ARNG aviation units.

Assistant USPFO For Real Property, Army
The USPFO may recommend to the Adjutant General that the facilities management officer (FMO) be designated Assistant USPFO for Real Property, Army. If appointed, he/she will be directly responsible to assist in establishing and maintaining real property records and accounts. The accountability for real property will remain with the USPFO and all reports must be submitted in his/her name.

Aviation Classification Repair Activity Depot
An activity organized to provide aircraft maintenance support on an area basis. The mission includes:

(1) Backup aviation unit maintenance (AVUM), aviation intermediate maintenance (AVIM), limited depot repair, and aviation material support.

(2) Facilities and training for aviation maintenance and supply units.

Combined Support Maintenance Shop (CSMS)
A direct and general support maintenance facility established for repairing and servicing federally owned equipment issued to the ARNG.

Construction
The erection, installation, or assembly of a new facility; the addition, expansion, extension, alteration, conversion, or replacement of an existing facility; or the relocation of a facility from one installation or location to another. This includes equipment installed and made a part of such facilities and related site preparation, excavation, filling and landscaping, or other land improvements. For approval purposes, costs of such projects must include all federally funded costs for labor (except troop labor), materials, and equipment rental required for project completion.

Contract Modification
Funding or contract condition adjustments changing scope or performance of a contract.

Emergency Construction
Immediate construction necessary to preclude irretrievable loss or losses due to disasters.

Federal Contract
A contract executed and administered by a Federal contracting officer in accordance with FAR and AFARS on behalf of the Federal Government for supplies, equipment, services, and construction using Federal funding support.

Federal Contracting Officer
The USPFO or any other Federal employee appointed by the Chief, National Guard Bureau, or his/her principal assistant responsible for contracting (PARC).

Federal Contracting Officer's Representative
A representative designated by the Federal contracting officer in accordance with the authority and limitations as outlined i AFARS and not authorized to award, agree to or sign any contract or modification thereto, or in any way obligate the payment of money by the Federal Government. His/her authority can not be delegated.

Facilities Inventory and Stationing Plan (FISP)
A document published quarterly to provide detailed information on all Federally/State owned, State operated, ARNG facilities within each individual State, Commonwealth, or Territory. It details information on structures, activities, locations, and lists other pertinant data required for Federal participation for support. It identifies all facilities which are supported with Federal funds under Service and/or Training Site Cooperative Funding agreements.

Installation
A fixed location together with its land, buildings, structures, utilities, and improvements thereon.

List Of Supported Facilities
Those facilities included on the facilities inventory and stationing plan (FISP) and coded for support (see paragraph 2-5f). A facility will not be placed on the list of supported facilities until it is either acquired by the Government and/or used for its intended National Guard purpose, or it is finally accepted by the Government.

Maintenance (Of Facilities)
The day-to-day periodic or scheduled work required to preserve a real property facility in such condition that it may be effectively used for its designated purpose. This includes work undertaken to prevent damage to a facility that otherwise would be more costly to restore, and work to sustain existing components such as renewal of disposable filters, painting, caulking, refastening loose siding and sealing asphalt pavement.

Mobilization And Training Equipment Site (MATES)
An activity located at or close to and serving a training site for the primary purpose of receiving, storing, issuing, and performing maintenance on federally owned supplies, heavy equipment and associated on-equipment material.

(1) Collocated MATES (collocated with CSMS). Provides organization level maintenance. Support levels of maintenance are provided by a CSMS.

(2) Noncollocated MATES. Provides organization level maintenance and the support level of maintenance usually provided by a CSMS.

(3) MATES with a support mission. When approved by the CNGB, a MATES may provide support level maintenance for vehicles that receive organizational level maintenance at a nearby OMS. The MATES in this case serves the same function, and is authorized the same functional areas as a CSMS.

Motor Vehicle Storage Building (MVSB)
A building used to store Federal vehicles. In order to receive Federal support, the appropriate conditions shown in NGR 415-10 must exist.

Operations Of Facilities
The actions and functions performed to support requirements for utilities (including distribution), environmental monitoring, and compliance testing, fire protection, refuse handling, pest and weed control, snow removal, security, rental agreements, and certain contract administration.

Organizational Maintenance Shop (OMS)
An organization level maintenance activity established to perform organizational maintenance on federally owned equipment.

Organization Maintenance Subshop (OMSS)
An organization level maintenance subactivity established to supplement available workspace authorized an established OMS.

Real Property Facility
A separate and individual building, structure, utility system, or other real property improvement.

Real Property Maintenance Floor (RPMF)
ARNG RPMF is a dollar amount established each year by Congress and published in the Defense Appropriation Act. Each State is provided direct obligations authorized in the annual funding program for which a specified amount is available only for the maintenance/repair of real property facilities. The floor is that amount annually funded in the subsidiary accounting codes (SAC) 3717.12, 3717.15, 3717.22, 3717.25, 3717.30, 3729.12, 3729.15, 3729.22, 3729.25, 3729.30, 3729.62, 3729.65. All of these subsidiary accounting codes are part of the annual training site agreement (FAC 3717) or the annual service agreement (FAC 3729), except SAC 3717.30 and 3729.30, which must be included in each State's RPMF total. Service and training site agreement charges related to procurement of materials and supplies required to maintain and repair structures and allied support facilities also include personnel compensation and benefits for maintenance employees. Pay of personnel assigned as custodians under the training site or service agreements who perform duties on the physical structures to maintain the structure in a useable and sanitary condition may be charged against the maintenance accounts. Some examples of such duties include floor cleaning, waxing, window washing, and cleaning of toilet fixtures. Some examples of duties not chargeable to maintenance includes emptying wastepaper baskets, cleaning ash-trays, and replacing paper products in toilets. All expenditures for minor new construction (OMARNG) are reportable as costs against the maintenance floor.

Repair
The restoration of a real property facility (or component thereof). The action performed in restoring a deteriorated or damaged facility to authorized design standards to such condition that it may be effectively utilized for its designated purpose by

overhaul, reprocessing, or replacement of constituent parts or materials that have deteriorated by actions of the elements or wear and tear in use and which have not been corrected through maintenance.

Replacement
Reconstruction of a real property facility destroyed or damaged beyond the point at which it may be economically repaired. Complete replacement of an entire facility is classified as construction.

Service And Training Site Agreement Employees
State employees who are hired and supervised by the State to perform agreement services.

State Contracts
A contract executed and administered by a State contracting officer in accordance with State laws and State contracting procedures.

State Contracting Officer
A State employee in State payroll status appointed by appropriate State authorities to be the contracting officer for State contracts. NGR 130-6 prohibits a USPFO from appointment as a State contracting officer.

State Contracting Officer's Representative
A State employee in State payroll status appointed to act for the State contracting officer in his/her absence in accordance with State procedures.

State Military Academy (SMA)
A professional education center authorized in each State (includes DC, GU, PR, and VI) which operates under the jurisdiction of the STate Adjutant General with the mission of conducting leadership related training for all ARNG units and individuals within State boundaries. SMA may also be given the mission of conducting MOS qualification or MO enhancing courses on a one-time or recurrin basis.

Utilities
The purchase or production and distribution of electrical power, heating fuel, and water; collection, treatment, and disposal of sewage and refuse.

Unit Training Equipment Site (UTES)
A consolidation of organizational equipment at or close to and serving an authorized training site. UTES equipment is derived from and cannot exceed MTOE, TDA, or MTDA authorization or that home station allowance established by CNGB of participating unit(s) and accounted for on unit property book(s).

Training Site
A State-operated site used for annual training and/or weekend training. These sites will be established and supported only with the approval of the Chief, National Guard Bureau.

Local Training Area (LTA)
The LTA has austere overnight stay facilities with training areas and ranges that provide realistic individual and company level training for mission essential tasks and ARTEP skills. The LTA may be used year round when authorized by CNGB.

Major Training Area (MTA)
The MTA provides the capability to exercise up to a battalion task force using live fire or MILES, both day and night. The MTA permits live firing of support weapons, to include the use of close air support, and permits combat service support functions to be included fully in a battlefield environment. Containment facilities will be consistent with annual training requirements approved by CNGB.

15 December 1984

NGR 420-10

By Order of the Secretary of the Army:

EMMETT H. WALKER, Jr.
Lieutenant General, USA
Chief, National Guard Bureau

Official:

HAROLD R. DENMAN
Colonel, USAF
Executive, National Guard Bureau

Distribution:
AG (2)
USPFO (3)
Fac Off (6)
Tng Site (3)
SMO (1)
SAO (1)
Army Adv (1)
DA Staff Agencies, Field Activities, and Commands (1)

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